

DETERMINATION AND FINDINGS
FOR
SOLE SOURCE CONTRACT

Agency: Department of Consumer and Regulatory Affairs (DCRA)
Contract No.: CW22673
Caption: Professional Licensing Project
Contractor: Pearson VUE

Findings

1. Authorization

D.C. Official §2-354.04, 27 DCMR 1304, 1700, 1701 and 2005.6(b)

2. Minimum Need

The Office of Contracting and Procurement, on behalf of the Department of Consumer and Regulatory Affairs (DCRA), Occupational and Professional Licensing Administration (OPLA) is seeking to award a sole source contract to provide technical, managerial and administrative services to facilitate DCRA's licensing operation function.

3. Estimated Fair and Reasonable Cost

The estimated fair and reasonable price to provide the required services for the period July 1, 2013 through December 31, 2013 is \$700,000.00.

4. Facts that Justify a Sole Source Procurement

- A. DCRA and OPLA is responsible for supporting eighteen (18) professional licensing boards and programs representing 144 license categories and approximately 45,000 licenses. These boards govern the practice and occupations and professions as mandated by regulatory laws of the District of Columbia.
- B. Pearson VUE is currently providing satisfactory services for the required professional services and is uniquely positioned to ensure continuity of services.
- C. The District of Columbia requires that people who work in certain professions acquire a certain level of knowledge in their chosen field; therefore they are required to obtain a license to ensure that the public's health, safety, and welfare are reasonably protected.

- D. The Office of Contracting and Procurement expects to award a new contract for these services on or before December 1, 2013.
- E. A sole source contract is the only method to ensure that these services are provided without interruption. A sole source contract is the most advantageous method of fulfilling the District's need when price and other factors are considered. Pearson VUE has agreed to provide services under the terms and conditions of the current contract with the same price offered.

5. CERTIFICATION BY THE AGENCY HEAD:

I hereby certify that the findings set forth above are true, correct, and complete to the best of my knowledge and that the proposed contract extension is in the best interest of the District of Columbia.

Director
Department of Consumer and Regulatory Affairs

Date

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the 27 DCMR 1304, 1700, 1701 and 2005.6(b). I certify that the notice of intent to award a sole source contract was published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04). I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Deborah J. White
Contracting Officer
Office of Contracting and Procurement

Date

7. CERTIFICATION BY COMMODITY MANAGER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited statutory authority. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed sole source contract extension.

Angela Turner
Commodity Manager
Office of Contracting and Procurement

Date

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under Section 303 of the District of Columbia Procurement Practices Reform Act of 2011 (D.C. Law 6-85; D.C. Official Code § 2-303.03). Accordingly, with D.C. Official Code Section 2-303.05 (a)(1) and 27 DCMR, Chapter 17, Section 1702.1, it is determined that the District is justified in using the sole source method of procurement.

James D. Staton, Jr.
Chief Procurement Officer
Office of Contracting and Procurement

Date